

ADMINISTRATIVE - INTERNAL USE ONLY

DD/SAT 5369-79

ORD-1519-79

18 OCT 1979

MEMORANDUM FOR: Chief, Administrative Staff/DDS&T

FROM:

Executive Officer/ORD

STAT

SUBJECT: Comments on Handout - Restricted Use of
Privately-Owned Vehicles

1. The following comments are in response to your request for our thoughts on the questions in the "Handout - Restricted Use of Privately-Owned Vehicles."

a. We would recommend approval authority at the level of Division Chief (for their subordinates) and above as we now have for travel advances. Our rationale is that the Division Chiefs are the senior individuals, most knowledgeable of the travel needs of their subordinates.

b. Yes! Shuttle bus service on current routes is very time consuming. It is more cost effective to pay the POV rates than it is to pay hourly wage rates for sitting on a bus.

c. We would endorse use of "u-drive-it" official vehicles if they were made available in Ames and in sufficient numbers to meet the needs of those in the building.

d. We would not like to see a regulatory issuance applied to outlying buildings until satisfactory alternatives to POV transportation are available; i.e., u-drive-it vehicles or timely shuttle bus schedules/routes.

2. We wish to point out that a significant portion of our POV expenditures involve trips to local contractors. In most cases, POV is more timely and thus more cost effective than available public transportation; use of public transportation is expected in the remainder of cases.

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